

**PARK BOARD MEETING
WEDNESDAY, APRIL 24, 2019**

Chair Craig Kittel called the Park Board meeting to order at 7:05 p.m. on Wednesday, April 24, 2019

Members Present: Craig Kittel, Jon Hailey, Mandi Erickson, Frank Norton, and Joe Ard

Others Present: Rae Ann Ailts, Tom Weinmeyer, and Noah Wiedenfeld

Members Absent: Brian Schroeder

Jon Hailey moved to adopt the agenda, seconded by Mandi Erickson, motion carried.

Jon Hailey moved to approve the minutes of March 27, 2019, seconded by Joe Ard, motion carried.

Public Business Items

Craig Kittel introduced Tom Weinmeyer to the board. Tom is one of the new council members.

Consent Agenda:

Public Works Spotlight:

This month's spotlight was on Dave Mehls, who has served with the City of New Richmond for 27 years.

Project Updates:

- Mary Park Pickleball Courts – Dedication/Photo event will be scheduled soon
- Citizens Field & Hatfield Park – netting ordered and materials available for the pitcher's mound
- W 8th Street Development – there is 6- 12 unit apartment complex starting construction in June; developer will include trail to Monette Park
- NRRP – Good momentum on the brochure and logo and additional ideas
- Service Learning Day – May 17
- Cyclone Anniversary Event – June 12, 1899. City staff will be installing solar lights and mulching around the trees

Unfinished Business:

First Quarter Financial Report:

Rae Ann Ailts, the City Finance Director, gave an overview of the financial report. There was discussion on the shelter fees going into the Parkland Trust Fund instead of the general fund. This can be discussed at budget time. Rae Ann explained the Parkland Trust Fund for 2019 1st quarter and how the Parkland Trust Fund fits in within the context of the City's overall finances. The next steps are to develop policy guiding for fund balance and cash position. There was discussion about listing the sources of funds for each project on a separate sheet.

Freedom Park Project Rankings:

Below is the ranking of the projects and the estimated costs. Noah Wiedenfeld explained the chart below was completed prior to the meeting and there have been some additional rankings to be added. He will update the chart and e-mail it to the members. Bids for both the storage building and the restroom have been received.

PROJECT	ESTIMATED COST	AVG. SCORE
Storage Building	\$50K	1.3
Restroom	\$75-100K	1.7
Additional Parking Lot	\$50-75K	4.3
Park Signage	\$3K	4.3
Tree Planting	\$5K	4.3
Complete Trail	\$300K	5.0
Curb & Asphalt	\$400K	7.0
Disc Golf Course	\$30K	8.0

Freedom Park Storage Building:

Noah explained there were two bids for the four bay storage building.

Structural Buildings - \$48,545

Derrick Construction - \$87,200

Construction is proposed to begin in July. Motion was made by Joe Ard to approve the storage bid from Structural Buildings for \$48,545, seconded by Mandi Erickson, motion carried.

Freedom Park Restroom:

Noah explained there were two bids for the Freedom Park two-stall unisex restroom with a storage area located in between the two restrooms.

Structural Buildings - \$34,595

Derrick Construction - \$68,320

These bids do not include the extension of water and sewer. Each stall will have a hand dryer and changing table. This project could start in July. Jeremiah will have estimates for the utility

extension for the May meeting; approval for the entire project can be done at that time. No action taken at this time.

Mary Park Master Plan:

Noah reviewed the responses from the public comments:

What would you like to see improved at Mary Park?

- Lighting
- Playground
- Bathrooms
- Use and view of river
- Additional walking paths
- Child-friendly play structures built of natural materials
- Water access for boating, fishing, kayaking, canoeing
- Drone pad
- Additional bike racks
- Bird watching blinds

What is your favorite thing about the draft Master Plan?

- Universal playground
- Pedestrian bridge
- Mary Park Mile
- Lighting enhancements

What would you like to see added to or changed on the Master Plan?

- Bike racks
- Drone pad
- Bird watching blinds
- Bike repair station
- Remove splash pad – not needed
- Different type of play structure for hillside

Priorities:

1. Universal playground
2. Update and expand restrooms
3. Pedestrian bridge
4. Lighting improvements & fishing piers (tie)

Motion was made by Mandi Erickson to update the Mary Park Master plan as presented, seconded by Jon Hailey, motion carried.

New Business

Whispering Prairie Park:

Noah reviewed the park plan for Whispering Prairie Park. The cost breakdown is

• Grading Plan	\$5,000
• Concrete	\$5,000
• Mulch	\$2,000
• Playground Equip	\$34,073
• Shade Structure	\$4,070
• Playground Installation	\$10,000
• Grading & Turf Establishment	\$10,000
• Asphalt Trail	\$5,000
TOTAL COST	\$75,143

Funding Source:

\$25,000 from Parkland Trust Fund

\$50,000 from local barrowing

This construction could take place June – August. There was discussion on the installation cost and whether or not volunteers could be used with a community-build. City staff will be discussing various options/methods and scheduling with the playground company.

Motion was made by Jon Hailey to proceed with the construction of the Whispering Prairie Park as discussed, seconded by Mandi Erickson, motion carried.

Prescribed Burning for Doar Prairie Restoration:

Noah reviewed the burn cost and recommendations for Doar Prairie Restoration.

- | | |
|----------------------------------|---------|
| • Prescribed Burn – Fall of 2019 | \$2,660 |
| • Spot Herbicide | \$1,650 |
| • Dormant Mowing | \$1,325 |
| • Spot Mowing | \$1,150 |
| | ----- |

Total Cost:	\$6,785
-------------	---------

Applied Ecological Services was a company Mr. Doar requested for doing the services.

Joe Ard moved to approve the burn and bring back more information on the other items (herbicide, mowing) next month, seconded by Jon Hailey, motion carried.

Park Board Vacancy:

We currently have three applicants. Christine Melby's term expires in 2020, so whomever is appointed would need to be reappointed in 2020. The consensus was to invite all three individuals to the next Park Board meeting.

Announcements:

A company will deliver the mulch to each playground this year. The NEWS is having the garage sale the first weekend in May; it was suggested to have it during Fun Fest.

Jon Hailey moved to adjourn the meeting, seconded by Mandi Erickson, motion carried.

The meeting of the Park Board adjourned at 9:00 p.m.

Minutes Submitted by

Marie Bannink

City Secretary